

Public Safety Broadband Network (PSBN) Commission
Department of Public Safety, Headquarters, Lab Classroom
Meeting Minutes
April 1, 2015

- The meeting was called to order by Chair, Paco Aumand, at 1:42 pm with the following present: Steve Locke, Michael Richards, William Laferriere, Frank Costantino, Robert White, Terry LaValley, Kiersten Bourgeois, Tess Gauthier, Sara Small, Jim Porter and Suellen Royea. Paco Aumand introduced Tess Gauthier, Project Manager, noting that she started a couple of weeks ago and has hit the ground running. The Commission members introduced themselves to Tess. Paco noted that the Commission needs another police chief and EMS representative.
- **Update from Tess Gauthier, FirstNet Project Manager:** Paco noted that Tess had the opportunity to watch Massachusetts' consultation. Tess distributed a copy of the Massachusetts consultation agenda and noted it will be the same for VT. She highlighted that FirstNet is particularly interested in diverse participation from local and regional representatives and use cases. In addition, she reported that Maine and Massachusetts have not done a lot with the governance board but have done some outreach and data collection. Maine has hired some staff for outreach and data collection. An 18 month grant extension was granted this week, moving the deadline into 2018.

Tess noted some states are naming their initiatives and suggested Public Safety Broadband Network. Paco added that we are going to start a more aggressive outreach. Steve noted that there will be a correlation to public safety if it is part of the name. Some other suggestions included: Vermont First Responder Broadband Network, a FirstNet Initiative; Emergency Services Provider Network; First Vermont Net; Vermont Emergency Broadband Network; and Vermont Safety Information Exchanges Network (V/Six), Powering Information into the Future. It was requested to email any additional suggestions to Tess and there will be a vote at the next meeting.

Outreach and Education Planning: Tess reviewed a draft slide show. One slide estimated the number of first responder entities around 430, which Michael Richards noted is low. Sara Small requested that as you talk to groups about FirstNet, to forward copies of minutes, agendas and rosters reflecting your participation to her for inclusion in the grant reports. Tess explained the outreach strategy will be to group into Operational, Regional/Local, Technical, and Political. Each group will have the same message. As part of our outreach, there is some need for data collection. The Communication strategy will include: a website, blog updates, Facebook page, newsletter and Twitter. The role of the Commission slide, which showed where commission members might fall in the groups, was reviewed and updated. Tess noted that she is still working on some of the Association meetings. In addition, she has a list of approximately 370 State events with 500 or more attendees, which she will send out for feedback.

- **State Consultation Discussion, What will it mean for VT?:** Paco Aumand noted the State Consultation will be June 16, 2015 at the Best Western in Waterbury. He expects the Commission members to be in attendance and described the events of the meeting (share some use case scenarios/how Vermont would use a broadband network and hold a discussion about coverage). Some ideas for use cases included: Tropical Storm Irene, law enforcement presentation of some major shooting incidents (Drega incident which Paco described), search and rescue presentation, tie in some lifesaving incidents (he described a recent incident on Mount Mansfield), a fire scenario, a USA/Canadian Border situation (Robert White described a situation with a man that was trying to commit suicide in Highgate), and the Amtrak crash in Essex (tracks washed out). Suggestions for ways that a broadband network might be used included: relaying a picture of the scene, forward first responder video back to Emergency managers, building situation awareness for Fire, and remote monitoring of situations (fires, rivers during spring melts, and fuel spills). Steve Locke, Bill Laferriere, Robert White and Mike Richards were asked to give a presentation at the consultation meeting. Paco Aumand reported that the first pre-consultation conference call was held and there will be 3 more before June 16, 2015. Tess Gauthier added that an invitation list is being gathered.
- **Review Second Public Notice:** (Copies of the full document were distributed and Tess Gauthier displayed a summary document on screen.) It was noted that Technical Requirements relating to equipment for use on the NPSBN is a key point. A request was made to post the document on the Sharepoint site and to re-send out the login information. Paco Aumand gave an example of where we should comment; Roman number IV, Governor's role in State's Plan Process. He read and summarized the passage which indicated that when the Governor decides to opt-in, no other entity is allowed to build their own network unless there is an agreement. He asked if this was something we want to allow. There was some discussion about the implications for coverage and RAN usage. It was the general feeling that we would not want an island created. There was a suggestion to summarize each of the 45 requested comments both as a Word and Excel spreadsheet. Tess Gauthier offered to break down the document into the categories (operation, regional/local, technical, and political) and share it with the group. Tess noted our response is due by April 13, 2015.
- **Data Collection:** A handout (FirstNet Data Collection Elements (Draft)) was distributed about data collection, which Paco Aumand reviewed. Some of the questions we need to collect data for included Categories listed as 2A, 2b, 3A, 3B, and 4. He explained that Pages 5 and 6, was asking for number of equipment and where; Page 10 is looking for different applications used; and page 12 looking for providers. Tess explained the reason for collecting the data and noted that July 31, 2015 is the due date for the data so they can finalize an RFP. She suggested using a survey monkey type survey tool as Massachusetts used a more manual/labor intensive process. Tess noted she had access to email listserves for sheriffs, police chiefs, and fire chiefs, but is still

trying to figure out EMS emails. Paco Aumand suggested contacting Chris Bell from the Department of Health. Another suggestion was to attend the regional meetings, invite EMS and offer to help. There was a discussion about inventory of radio equipment and data usage by police and fire. Paco Aumand and Tess Gauthier will review this further. (Kiersten Bourgeois & Jim Porter left at 3:00 pm.) Other suggestions to obtain some of this data included possibly asking the providers, and checking to see if Vermont Emergency Management captures an asset inventory.

- **SLIGP Update:** Sara Small reported that Paco signed an amendment to extend the grant until January 31, 2018. Paco Aumand added that there is a conference call to modify the budget to move into Phase II of the project.
- Paco Aumand reported there will be a SPOC update held on April 13-14, 2015, which he and Tess will attend.
- **Next Meeting:** Paco Aumand expressed the importance for the Commission to meet in May and in June. The next scheduled meeting is May 6, 2015 at 1:30 – 3:30 pm. Bill Laferriere noted that there is an upcoming EM drill.
- Terry LaValley inquired about NAPA standards for radio coverage and how the standards would be met.
- Meeting adjourned at 3:08 pm.